

**Aloha!** We thank you for booking your event with [Merry Maui Weddings!](#) To help ensure that you have a merry Maui wedding, please carefully check the attached event statement/invoice and make a note of the event start time, date, location, package and Officiant (minister), as you will need all of this information in the near future. Please be certain that all of the info on the statement is accurate, including spelling of names and number of persons in the wedding party and number of guests. If anything is not accurate or if you notice that any service or services that you are expecting are not listed on this important statement, please reply to this email, asap, because you will be receiving exactly what is listed in the statement. To reach us, please – (808) 357-1171 - during our regular planning phone hours of 9am-4pm Mon-Fri or 1pm-4pm on Sundays.

**IMPORTANT:** Please continue to read through and scroll down this entire email and do everything it asks you to, and, especially **triple-confirm your package for accuracy**. If there are any changes, if anything got left out, or you want to add anything from our "a la carte" menu, please reply to this email with the details, asap.

**CRUCIAL NEXT STEP:** Now that you have begun the confirmation process by booking your event with a payment, it is **required** that you please fill out and submit our [Service Agreement Form](#), asap! Your wedding is NOT fully confirmed until you do. Please enter the amount of the payment that has already been made in the appropriate field. Please do not worry - your card will **not** be charged twice - it's just an after-the-fact process we use to confirm your authorization to have charged your card and for you to agree to our service terms & policies. It constitutes the final step of the official confirmation and agreement between us.

Service Agreement Form Link: <http://www.merrymauiweddings.com/authorize.html>

*>> Did you know that we offer high-end pro digital lab prints with photo optimization, canvas framed prints, flush-print albums and coffee table books through our world-class pro photo partner? If you are interested in this, let us know and we'll get you setup to order online and have your photo order shipped to you within 14 days of your wedding date!*

---

## **MARRIAGE LICENSING PROCEDURE:**

### **Crucial Information on Obtaining a Legal Marriage License Certificate from the State of Hawaii:**

- If an official marriage license from the State of Hawaii is desired for your wedding, the required appointment with a licensing agent that you must make needs to occur before your ceremony date, so that you may bring the license application to the wedding, to have it signed by the minister. It is the minister's responsibility to submit the application to the State of Hawaii, which he/she will do in a timely fashion. Make sure to bring the marriage application form to the wedding - Don't leave it in your room or car. If you fail to bring the application to the wedding, there will be additional charges of \$75 and up to meet at a later date to complete the application signing. Your legal wedding date will always be the date that the license is signed, which may not be the same date as the ceremony takes place, if you forget your license application.
- Make double sure that there will be enough time to have your appointment before choosing and setting your wedding date, especially if your wedding is on a Sunday, Monday or near a holiday. Most licensing agent's offices are not open late, close on weekends and holidays and may be booked solid before and during holidays. Some agents make occasional exceptions in extreme circumstances and may make special arrangements to see you in the evenings or even on weekends, but it's not something you should count on. Remember, changing a set wedding date involves change charges from MMW.
- After making the appointment with an agent and having asked what ID and other documentation you must bring, please click [here](#) to print out and fill out the official State wedding license application form. Please fax the pre-application form, filled out in black ink but not signed, to the agent, before your appointment. Bring a copy to Hawaii, along with \$65 in cash to pay the State of Hawaii for the license.
- No wedding company can provide you with proof of marriage. It is, in fact, illegal for anyone to make a copy of the license application, so please don't ask for a copy. The marriage cannot be proven legal until the signed application is approved by the State of Hawaii and you have received the official certificate from the State by postal mail.
- If you need to have your official marriage license certificate from the State to be rushed that you'd receive it in less than the 3-5 months it typically takes, please submit the rush form with \$10 to the State, asap, to get it in appx half the time. If desired, MMW can provide an official-looking "Proof of Wedding Ceremony" document with your names and signatures plus the signature and license number of your marriage officiant, for \$50 + tax. Though possibly helpful, this document has no legal authenticity, nor is it guaranteed to be accepted by institutions as temporary proof of a pending legal marriage certificate.

Please call &/or email the wedding license agent nearest where you are staying who has the most convenient appointment for you:

**West & Central Maui State Wedding Licensing Agent:**

**Sherilynn Takushi**

(808)276-6919

353 Hanamaui St #23, Kahului, HI

181 Lahainaluna Rd, #H353, Lahaina, HI

[sherilynn.takushi@gmail.com](mailto:sherilynn.takushi@gmail.com)

[www.hawaiimarriagelicenseinfo.com](http://www.hawaiimarriagelicenseinfo.com)

**South Maui State Wedding Licensing Agent:**

**Cynthia Wolfe**

(808)875-8459

2561 Omiko Pl

Kihei, HI 96753

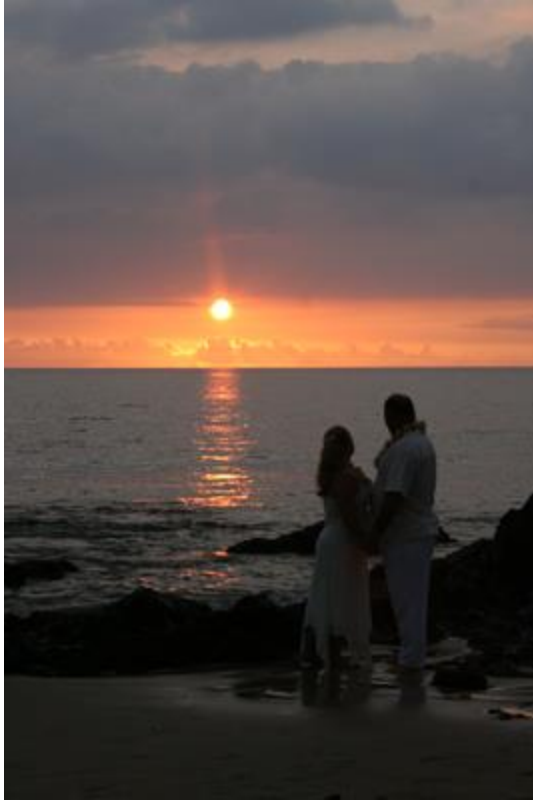
<http://www.mauigateway.com/~cynthia/marriage/license.html>

---

**TOP BEACH RECOMMENDATIONS:**

**Charley Young Beach Bluff** aka “Aloha Beach Bluff” (central Kihei)





**Po'olenalena (Makena Surf) Beach** (South Wailea/North Makena)







**Mokapu Beach** (North Wailea/South Kihei)



**Tiki Beach** (North Kihei)







There are many other locations available, but these are amongst our favorites and what we feel are the most appropriate/ideal for a wedding - superior beauty with no signs of civilization in the pictures, easy access yet relative privacy, beautiful, perfect sunsets and most sunny, dry weather.

---

### **NOW WHAT?**

If you desire a Photo Copy Release Statement, please reply to this email with your request and it will be emailed to you as an attachment.

**Photo Copyright Release Statement** – If needed and once you receive the attachment, please print out, fill out, and show the form to any photo processor that may require that you have a photo release statement from your photographer. When you agree to the [terms of our services](#), you have already agreed to allow us to use a photo with your likeness in a photo contest or commercially without expectation of recompense. It is rare that we do this, but, when we do, it means that it's a super fabulous picture, so you'll be happy about that.

We truly care about your event, so an entire event planning team will be working on your behalf. Though you may have been speaking to a particular coordinator, you may speak to anyone of us in the office when you call, as we all work together on your event. The more people we have checking, double-checking and triple-checking the details of your event, the less chance there is for error.

We would love it if you were to email us a photo of the two of you. It's nice to see who we're working for! If you don't have a digital file of a photo that you can email to us, you may fax us a picture. Our fax number is (808)878-8580.

Have you begun to consider your vows and [ceremony](#), or any "[a la carte](#)" item you may wish to add to your package? If you have guests, you may want to consider their needs. Iced bottled water is available for \$3.00 + tax per bottle and chairs are available for guests numbering 10 and over. Often, guests are involved in the lei exchange part of the ceremony, to draw them into your experience. Other times, guests participate in the sparkling cider (or champagne) toast. Either of these services can be added "[a la carte](#)."

Sometimes, a flower circle or other decoration is added to a wedding package. Should you wish this sort of gorgeous lush decor at your wedding, let our wedding coordinator know, and he or she will assist in finding you what you desire at the lowest possible price, without compromising quality! Wedding props, such as Arches and Chuppahs and amplified music are not allowed on the beach, but can be setup on the grass by the beach.

---

#### **CRUCIAL CHECKLIST:**

Please ensure you have done the following:

- Submit our "[Service Agreement Form](#)," asap.
- Set your licensing appointment with an agent provided above.
- Check for updates to our [terms & conditions](#), as you are subject to its revised terms.
- Choose a tentative wedding location from our list of recommended locations.
- Please call **(808) 357-1171** with all further wedding planning matters from 9am-4pm Mon-Fri and 1pm-4pm on Sundays, Hawaii Time.

---

#### **FINAL STEPS, TIPS & REMINDERS:**

Things to bring to Maui:

- This email.
- Your marriage license application, pre-filled out, but not signed, unless you faxed it in to the agent already.
- Anything else the licensing agent told you to bring.
- Your cellphone!
- Your finalized event services statement printed out.
- Event itinerary, if any.
- Any clothing or accessories you especially want to wear.
- Light, cool clothing for hot days and light sweaters &/or warm shirts, for cool evenings.
- High SPF sunscreen, hats &/or parasol, mosquito repellent, sunglasses.
- A hopeful, positive, excited, joyful spirit.

Things to do and not do before, and things to bring to your event:

- Please call MMW at **(808) 357-1171** during our regular planning hours, a few days to a week prior to your departure that we may once more go over the details of your event and to make sure that you set your licensing appointment with an agent here on Maui.
- Call MMW at **(808) 357-1171** no earlier than 9am or later than 6pm (Hawaii Time) the moment you know your room number to be talked through the directions to your site and to re-confirm meeting place and time. If we do not answer, please leave a message (including your event date & time) and we'll call you back, asap.
- Prior to your event date, please make time to drive or walk to your event site, preferably at the same time of day as your event start time, to ensure that you know how to get to the location to be certain that you know how long it takes to get there and to locate the established meeting place.
- Check your email and text messages for any possible last minute messages from our offices ESPECIALLY ON YOUR WEDDING DAY!
- Make sure you don't get sunburned - stay out of the sun prior to your event.
- Bring umbrellas/hats-parasol (for sun or rain) and ice (very cold) water for everyone.
- If it's a very hot day especially with no trade winds blowing, bring wringed-out ice-water soaked paper towels to cool yourself off and a dry one to dry yourself.
- Don't be late to your event! Allow 15-30 minutes extra time to get to the event site.
- During the entire time you are on Maui, take your cellphone with you wherever you go AND look for call from our offices. Make sure it's charged, powered on and the ringer is on high.
- Don't let it ruin your joy if things don't go exactly as planned - everything will be ok.

At sea level, Hawaii varies from warm (78-84) to quite warm (85-96), especially from 9am-4pm April-October, even if the cooling trade winds are blowing. It is CRUCIAL that you do everything you can to stay cool, prior to your wedding, if it's a particularly warm day without trades. For one thing, please dress appropriately for a beach wedding, which means no tuxes or heavy dresses. Unless you have high heat tolerance, you should stay in your car parked in the shade with the a/c on so, when you come out of the car, you will be cold and it will take you longer to get uncomfortably warm. If it's forecast to be over 84 degrees, please consider bringing paper towels or a spray bottle with ice water in it to mist yourself off and a dry paper towel to dry yourself off, or some other solution to staying cool. Otherwise, you will "glisten" (an old fashioned term for perspiration on a woman) from the heat and high humidity, which will come across in your pictures. We want you to have pictures you are happy with, so we give you this advice. It is very expensive to have perspiration or shine removed from pictures using PhotoShop.

Not all event locations have public facilities, so please plan a stop along the way if you require traveling over 30 minutes to get to your site. Please use the facilities at your hotel or condo right before departing to your wedding ceremony, just to be certain. All free event locations are public - including beaches, so it is **not** appropriate to ask others to move from where they are for your wedding. The best way to deal with this is to arrive early, or have your guests arrive early, and "occupy" the area you want for your event, if nobody else is already there. All public sites are available on a first come, first "reserved" basis. Services such as iced, bottled water are available "[a la carte](#)."

Please be very friendly and considerate to all people who you meet or encounter or who are providing you a service. Don't hesitate to ask directions or advice. People work very hard, long hours, here, but usually respond very well to respect and "aloha."

Depending on how far in the future your event will be, we may not be in contact with you for a while. **Please do not be concerned about this.** As important issues or concerns pop-up in the days, weeks and, possibly, months ahead, we will address each issue appropriately and in a timely manner.

If you need to book a private location or ever have a question or need that requires immediate attention, please call our toll-free number. You are welcome to also communicate with us via email, but **please be aware that email support is not immediate, in most cases.** When times are very busy, which is often, it may take up to 2 weeks to answer emails that address a variety of concerns or emails with many questions that require thoughtful consideration or research to answer adequately. **All additions, changes, corrections and updates must be made by email**

**PLEASE READ:** All additions, changes and updates must be made by email or fax and must be confirmed by return email or fax from MMW to be considered accepted. Locations must have been chosen and permitted (if necessary) within 48 hours from wedding date/time and confirmed by email or fax or MMW reserves the right to choose a non-permit required beach park location for your event. Any date or time changes are subject to a minimum **\$104.17** change fee charged to your card and is subject to availability and approval from MMW in writing or by email.

***Congratulations! You are now on your way to becoming "Maui'd!"***

We are very excited about your upcoming event and are looking forward to finally meeting you in person. If you have any concerns or questions, need recommendations to services (such as a restaurant or salon) or assistance in any way, please call. Remember, we are always available, by phone, if you need us!

Merry Maui Weddings

"Mahalo nui loa!" *(Thank you very much!)*

MON-FRI 9am-4pm & SUN 1pm-4pm Hawaii Time

(808) 357-1171 Maui cell phone

(808) 878-8580 24 hr fax

MEMBER BETTER BUSINESS BUREAU, MAUI WEDDING ASSOCIATION, MAUI WEDDING NETWORK, HVCB,  
THE KNOT, WEDDING DETAILS, WEDDING CHANNEL, WEDDINGWIRE, WEDDING SOLUTIONS, MARTHA STEWART WEDDINGS, PACIFIC WEDDINGS MAGAZINE,  
HAWAII BRIDE & GROOM MAGAZINE, ETC., ETC., ETC.